



DEPARTMENT OF THE NAVY

NAVAL AIR SYSTEMS COMMAND
NAVAL AIR SYSTEMS COMMAND HEADQUARTERS
WASHINGTON, DC 20361-0001

IN REPLY REFER TO
NAVAIRINST 5600.15C
AIR-411
18 Jan 90

NAVAIR INSTRUCTION 5600.15C

From: Commander, Naval Air Systems Command

Subj: REQUEST FOR COPIES OF ENGINEERING DRAWINGS FOR NAVAL AIRCRAFT,
AIRBORNE WEAPONS, AERONAUTICAL EQUIPMENT, AND RELATED SUPPORT AND
TEST EQUIPMENT

Ref: (a) OPNAVINST 4790.2E, The Naval Aviation Maintenance Program
(b) NAVAIRINST 5600.20B, Policies and Responsibilities for the Naval
Air Systems Command Technical Manual Program
(c) NAVMATINST 4000.35A, Requisition and Interchange of Engineering
Data (NOTAL)

1. Purpose. This instruction prescribes procedures for obtaining copies of engineering drawings required for the procurement, maintenance, overhaul, repair or modification of naval aircraft, airborne equipment, aeronautical equipment, and related support and test equipment.

2. Cancellation. This instruction supersedes NAVAIR Instruction 5600.15B. Since this is a major revision, changes are not indicated.

3. Information

a. The Naval Air Technical Services Facility (NAVAIRTECHSERVFAC) is the Naval Air Systems Command (NAVAIR) engineering drawing repository and Program Coordinator for the Engineering Data Management Information Control System and provides engineering data storage, retrieval, reproduction and distribution services. Engineering drawings and reference documents made by the designers of weapon systems and equipment are procured from those designers as first generation microfilm copies and distributed to depot level maintenance activities. They are used for maintenance and repair, making parts not stocked in the supply system, emergency fabrication, engineering analysis and investigation, and for in-house redesign. The technical manuals system, the spare parts provisioning system, and the entire logistics support system work on the principle that copies of engineering drawings will be available at depot level activities. They are normally available on 35mm microfilm aperture cards.

b. Stable-material copies of undimensioned drawings to be used as templates are usually maintained by the Naval Aviation Depot (NAVAVNDEPOT) having cognizance of the equipment. Microfilm copies of undimensioned drawings for reference purposes may be obtained directly from NAVAIRTECHSERVFAC. When duplicate stable-material copies are required, NAVAIRTECHSERVFAC will render assistance in obtaining this material from the source and providing it



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18 Jan 90

to the NAVAVNDEPOT. When the material will be used to support commercial manufacture, the request should include the contract number under which the material will be used.

c. Drawings for other than aeronautical equipment under the cognizance of other Department of Defense (DOD) components may also be requested from NAVAIRTECHSERVFAC. Although such drawings are not maintained by NAVAIRTECHSERVFAC, efforts will be made to obtain them through current locator systems or the Military Engineering Data Asset Locator System, when operational.

4. Scope. This instruction applies to all naval activities that provide direct or indirect support to naval aircraft, airborne weapons, aeronautical equipment, and related support and test equipment.

5. Procedures

a. Complete Sets of Engineering Drawings for Naval Maintenance Activities. Microfilm copies of complete sets of engineering drawings for systems or equipments are furnished to NAVAVNDEPOT's, other cognizant field activities, and repair activities, upon establishment of automatic distribution requirements by weapon system/equipment designation.

b. Complete Sets of Engineering Drawings for Fleet Activities. References (a) and (b) established the technical manual as the official medium for disseminating technical information for the operation and maintenance of aeronautical weapon systems, associated weapons, and equipment for organizational and intermediate level maintenance activities. Distribution of complete sets of engineering drawings to intermediate maintenance activities should only be requested under extraordinary circumstances when all normal sources for the maintenance information required have been exhausted. Due to costs and logistics impact of this effort, requests for complete sets of drawings from intermediate level activities must be submitted via the type commander. The type commander will assure that each request is justified and correct, and provide NAVAIRTECHSERVFAC with an appropriate recommendation. To assist the type commander in making a determination, NAVAIRTECHSERVFAC will provide estimates on request concerning quantity of aperture cards, delivery schedules and initial cost of the microfilm copies. Follow-on distribution requirement will also be addressed.

c. Complete Sets of Engineering Drawings for Other Activities. Activities other than those noted above should request microfilm copies of complete sets of engineering drawings from NAVAIRTECHSERVFAC. Requests must include full justification of need. Due to the volume and effort required, a minimum lead time of at least 6 months is essential for complete aircraft sets and 3 months for smaller sets. This time is required to retrieve the drawings from file, contract for reproduction services, pack and ship the data, and maintaining control documentation throughout the process.

d. Individual Copies of Engineering Drawings. When individual drawings are required to support maintenance at the intermediate level, they can be obtained from the appropriate cognizant field activity or NAVAIRTECHSERVFAC. Other activities should order copies of individual drawings from NAVAIRTECHSERVFAC.

e. Classified Drawings. Orders for copies of drawings known to be classified shall be submitted separately from orders for copies of unclassified drawings with full justification of need.

f. Automatic Distribution. Except for those activities identified in paragraph 5a and those subsequently authorized, other activities are cautioned that requirements for automatic distribution of new and revised engineering drawings will be subject to periodic review and cancelled if the need cannot be justified. Activities will be advised prior to cancellation.

6. Ordering

a. Copies of individual and complete sets of engineering drawings may be ordered on form DD 1149 (Requisition and Invoice/Shipping Document) or by letter or a message. Orders involving several drawings should be listed so that drawings bearing the same design activity code identification number are grouped together. The following information must be included on requests for engineering drawings:

- (1) Requisitioner's name and address.
- (2) Design activity code identification numbers (if known).
- (3) Drawing or nongovernment document numbers.
- (4) For complete sets of drawings, indicate the model designation and nomenclature.
- (5) Type Commander endorsement on requests for a complete set by a fleet maintenance activity.
- (6) Shipping address if different from address of (a) above.

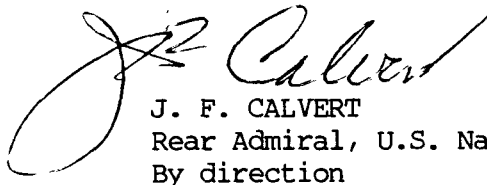
b. Requesting activities with keypunch capability ordering individual drawings should comply with the requirements of reference (c) and submit Punch Card Accounting Machine (PCAM) cards via the automatic digital network (AUTODIN) or mail the PCAM cards to NAVAIRTECHSERVFAC (Code 312). NAVAIR-TECHSERVFAC will reply with a card in the same format as reference (c).

7. Unavailable Drawings. Individual engineering drawings required by naval activities that are not available at NAVAIRTECHSERVFAC will be requested by NAVAIRTECHSERVFAC from the responsible DOD repository or commercial source for delivery to NAVAIRTECHSERVFAC. A copy of each request will be forwarded to the requiring activity by AUTODIN or appropriate correspondence. Upon receipt of the drawing, NAVAIRTECHSERVFAC will provide an aperture card of the drawing to the requiring activity and retain a copy in the repository. Follow-up action will be taken by NAVAIRTECHSERVFAC to DOD activities and commercial sources.

8. Funding. NAVAIRTECHSERVFAC has limited funds for procurement of individual drawings that are unavailable from the repository. Funds may be requested from NAVAIR, the sponsor, or requiring activity to support procurement of larger quantities or complete sets when not provided as part of the initial hardware buy.

18 Jan 90

9. Forms. Form DD 1149, Requisition and Invoice/Shipping Document, Stock Number 0102-LF-001-1802, may be obtained through normal supply channels per NAVSUP Publication 2002. Naval Air Systems Command Headquarters (NAVAIRHQ) offices and divisions may obtain form DD 1149 from the NAVAIRHQ forms stock room.


J. F. CALVERT
Rear Admiral, U.S. Navy
By direction

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